

Message

From: LaPoma, Jennifer [LaPoma.Jennifer@epa.gov]
Sent: 1/3/2018 6:57:32 PM
To: Scott Kirchner [kirchnersf@cdmsmith.com]; Frantz, Aaron [FrantzAR@cdmsmith.com]; Elizabeth A NWK Franklin (Elizabeth.A.Franklin@usace.army.mil) [Elizabeth.A.Franklin@usace.army.mil]; Wands, James [James.Wands@hdrinc.com]; Garland, Edward [Edward.Garland@hdrinc.com]; Marabello, David [MarabelloDA@cdmsmith.com]
CC: Salkie, Diane [Salkie.Diane@epa.gov]
Subject: LPRSA - Memos for CSTAG

I wanted to clarify a couple of things related to the items being delivered to CSTAG discussed on our call today.

The previously provided CSTAG procedures document discusses 1) a list of six items that should be provided to CSTAG (on page 2/11 of the pdf) and 2) a Consideration Memo (that addresses the 11 risk management principles).

For item 1

I consider this to be a Summary Overview Memo. I intend to provide such a memorandum which details the responses to these six items to CSTAG on February 14th. This is what you'll be getting to me on January 18th. The CSTAG members will have this Summary Overview Memo information and I expect more details to be provided (such as specifics to sampling events) in this packet. I do not intend on providing the presentations slides to CSTAG in advance of the meeting as well.

For item 2

I am working on the Consideration Memo and will provide an update on when I expect to have the draft to CDM and HDR on our next weekly call. This is the 11 risk management principles.

Additional Item

There will be a powerpoint presentation on day one (Wed., 2/28) that needs to be prepared on the CSM, HHRA, BERA, and 11 principles. We will have a little over two hours to cover these topics. My current thinking is that in the 9:30-10:30 slot we would cover CSM, HHRA and BERA. The HHRA would be about 5 minutes (~5 slides) and the BERA about 10 minutes given its status. Can Kristen and Dan start working on those slides. The 10:45 to noon time slot would be for 11 principles.

You'll be working on a CSM presentation for Diane on the 22nd. I don't see why we can't use that as the draft for the CSTAG CSM presentation. The 11 principles presentation will need to be discussed after I circulate the draft Consideration Memo next week.

My apologies for the confusion over the naming of the memos on our call earlier today - Let me know if you have any questions or would like to discuss further.

Thanks,
Jen